

BOARD OF TRUSTEES MEETING
James Blackstone Memorial Library
Wednesday, January 3, 2018

Trustees (Present): Maryann Amore, Sandra Baldwin, Jan Day, Polly Fitz, David Henderson, Matt Hughes, Beth Law, Rick Mahoney, Andy McKirdy, Robin Sandler, Frank Twohill

Trustees (Absent): Keira Cervoni, Norman Dahl, Ed Kirk, Gina Wells

Staff: Karen Jensen, Director; Katy McNicol, Development and Outreach Associate Librarian; Gennett Grinnell, Technical Services Supervisor

Andy McKirdy called the meeting to order at 6:00 pm.

AGENDA

1.) Public Comments: none

2.) Additions to the Agenda: none

3.) Approval of Minutes (December)—action: David Henderson made a motion to approve the minutes. Rick Mahoney seconded. The motion was passed.

4.) Director's Report: The Annual Appeal has reached \$19,670. The Branford Community Foundation Match has reached \$90,930 toward the goal of \$100,000. The *Uncover Branford vol. 2* was distributed to the board members. Andy commented on Jenna Anthony's article about the library's programs for Millennials. Also noted was the increase in circulation, which Karen credits to LION's Riverbend delivery service.

5.) Treasurer's Report: Due to time constraints, the report has been postponed to the February meeting. Rick will then present a review of the first 6 months of the current budget, and how the renovation may affect other expenses and revenue.

6.) Committee Reports—only as required

Governance Committee—

Appointment of Maryann Amore to fill term vacated by Tom Perrone—action: Rick made the motion to approve the appointment. It was seconded by Sandra Baldwin. The motion was passed.

Finance Committee—

Revision of FY 2017-2018 Budget—action: Due to the Town of Branford RTM approving a budget transfer to the Library of \$36,234 on Oct. 11, 2017 because of the increased medical insurance costs, the 2017-2018 Budget is amended, increasing the following line items: The Town of Branford Operating Grant to \$1,391,123 and the medical insurance to \$234,791. Rick moved to approve the revision. David Henderson seconded. All voted for approval.

Development Committee—

Annual Appeal: Katy McNicol discussed the success of the Fall Appeal in conjunction with the Capital Campaign fund drive.

Capital Campaign Committee—

Review of past month's activity: At this time, the Committee has raised \$686,000, along with \$90,930 from the Branford Community Foundation Matching Grant drive. Donations of \$10,000 and \$5,000 have been received. A Donor Thank-You reception will be held at the library on Sunday, January 28 from 3-5 p.m. A snow-date will be chosen. All board members are invited to attend.

Approval of Naming Opportunities

Circulation Desk—Branford Hills Healthcare Center: The Center would like to name the Circulation Desk for their \$10,000 donation. Polly Fitz moved to approve the naming. Sandra seconded the motion. The motion was passed.

Bench—Anonymous: An anonymous staff member has donated \$5,000 in order to name the Bench. The name will be revealed when the renovation is completed. Polly moved to approve the naming. Sandra seconded. The motion was passed.

Building Committee—

December 13 TCRRB Meeting: The architects presented the design to the Town Center Revitalization Review Board and it was approved.

December 18 BOF Meeting: Funding for the renovation was approved by the Board of Finance.

January 3 Ways & Means Committee Meeting: The meeting will take place at 7 p.m.

January 4 P & Z Meeting: The Planning and Zoning meeting was postponed to January 18.

January 10 RTM Meeting: The Town will have the final vote to approve the renovation. The meeting will take place at the Fire Station at 8 p.m.

Construction Manager: It is resolved: THAT the Board authorizes extension of the construction manager contract with Downes Construction Co. to complete the Blackstone Library renovation project, subject to the approval of project funding by the Branford RTM. After discussion, Robin Sandler made a motion to approve the resolution. Rick seconded. All voted for approval.

7.) Next regular meeting—February 7, 2018—Blackstone Library Auditorium

The meeting was adjourned at 6:33 p.m.